



Strong Hubs for Afghan Hope and Resilience

Request for Quotations (RFQ)

No. RFQ-SHAHAR-KBL-0367

Provision and Installation of Signposts and Doorways at District # 2 Jalalabad
City

Issue Date: October 21, 2019

WARNING: Prospective Offerors, who have received this document from a source other than the SHAHAR project, should immediately contact SHAHAR and provide their name and mailing address in order that amendments to the RFQ or other communications can be sent directly to them. Any prospective Offeror who fails to register their interest assumes complete responsibility in the event that they do not receive communications prior to the closing date. Any amendments to this solicitation will be issued to offerors via email.

Request for Quotation

1. RFQ No.	RFQ-SHAHAR-KBL-0367
2. Issue Date	October 21, 2019
3. Title	Provision and Installation of Signposts and Doorways at District # 2 of Jalalabad City
4. Issuing Office & Email/Physical Address for Submission of Quotes	SHAHAR Procurement ProcurementSHAHAR@shaharaf.org OR Hard copy submits to issuing procurement Agent.
5. Deadline for Receipt of Quotes.	03:00 pm am local time Kabul on October 29, 2019. Submit via email to ProcurementSHAHAR@shaharaf.org .
6. Point of Contact	ProcurementSHAHAR@shaharaf.org
7. Anticipated Award Type	Firm Fixed Price Purchase Order DAI SHAHAR reserves the right to issue more than one purchase orders, as required, to meet project requirements.
8. Basis for Award	An award will be made to the responsible bidder whose bid is responsive to the terms of the RFQ and is most advantageous to DAI, considering price or/and other factors included in the RFQ. To be considered for award, bidders must meet the requirements identified in Section 12, "Determination of Responsibility". No discussions or negotiations are permitted with bidders, and therefore bidders shall submit their best and final price
9. General Instructions to Bidders	<ul style="list-style-type: none"> • Final Quotations due by 03:00pm local time Kabul on October 29, 2019. Late offers will be rejected except under extraordinary circumstances at DAI's discretion. • Offeror to submit their quotation via email to ProcurementSHAHAR@shaharaf.org • Include a statement that the vendor fully understands that their quote must be valid for a period of ninety (90) days. • Bidders shall sign and date their quotation. • Bidders shall complete Attachment C: Price Schedule template. • These services are eligible for VAT exemption under the DAI prime contract. • The payment will be made upon submission and acceptance of an invoice/Release Order. • The amount will be transferred only to the company account not to any individual account. • DAI/SHAHAR reserves the rights to cancel or terminate the FFPPO if the company is not able to provide the satisfactory services.
10. Questions Regarding the RFQ	Each Bidder is responsible for reading very carefully and understanding fully the terms and conditions of this RFQ. All communications regarding this solicitation are to be made solely through the Issuing Office and must be submitted via email or in person at the site visit to the Issuing Office no later than the date

	specified above. All questions received will be compiled and answered to all interested Bidders.
11. Technical Specifications and requirements for Technical Acceptability	<ul style="list-style-type: none"> • Only Construction Companies should submit quotes in response to this solicitation • Vendor will maintain liability insurance, and at no time shall DAI accept responsibility for any injury or damage to staff or equipment in carrying out the required services. • If this solicitation is amended, then all terms and conditions which are not modified remain unchanged. • Vendors shall acknowledge receipt of any amendment to this solicitation by identifying the RFQ and amendment number(s) and date(s) in the submittal letter accompanying the offer • The signposts will be placed in the ground according to indications on the signage map. They shall not impede pedestrian or car traffic. • The signposts shall have a base made of shuttered concrete with strength of 200 kg/cm², with a 30cm x 30cm cross section. The base shall be about 60cm deep, including 10cm above the natural ground and at least 50cm buried. The bottoms of the holes for the bases shall be cleared of all debris, organic materials, and any other substances that could interfere with the quality of the work. • The two street signs will be fastened to the GI post through welded GI clamp (3mm thick 1.5" wide, bolt & nut (size 10mm). • Two 200mm long deformed bar (12mm) shall be welded to the bottom of the post in order to as root to keep the post fixed in the concrete. • The sign plate only should be painted with 2 antirust coats and 2 coats of blue durable high-quality paint or any other recommended paint, before writing the street name, code and number according to the sample provided in below annexes.
12. Determination of Responsibility	<p>DAI will not enter into any type of agreement with a vendor prior to ensuring the vendor's responsibility. When assessing an vendor's responsibility, the following factors are taken into consideration:</p> <ol style="list-style-type: none"> 1. Provide copies of the required AISA, Ministry of Commerce business licenses or municipality trading license to operate in Afghanistan. 2. Evidence of a DUNS number, if applicable. 3. The source, origin and nationality of the services are not from a Prohibited Country (explained below). 4. Ability to comply with required or proposed delivery or performance schedules.

	<p>5. Pursuant to USAID Mission Order 201.04 (4-14.001), SHAHAR is required to vet all non-US parties selected for the award of a subcontract/procurements equal to or in excess of the Afghani equivalent to USD \$25,000. Please be prepared to complete and submit the Attachment C PIF and provide all supporting documentation to the Procurement Unit if requested to do so. The vetting process may take up to 4 weeks to complete.</p>
<p>13. Geographic Code</p>	<ul style="list-style-type: none"> • Under the authorized geographic code for its contract DAI may only procure goods and services from the following countries. • Geographic Code 937: Goods and services from the United States, the cooperating country, and "Developing Countries" other than "Advanced Developing Countries: excluding prohibited countries. A list of the "Developing Countries" as well as "Advanced Developing Countries" can be found at: http://www.usaid.gov/policy/ads/300/310maa.pdf and http://www.usaid.gov/policy/ads/300/310mab.pdf respectively. • DAI must verify the source, nationality and origin, of goods and services and ensure (to the fullest extent possible) that DAI does not procure any services from prohibited countries listed by the Office of Foreign Assets Control (OFAC) as sanctioned countries. The current list of countries under comprehensive sanctions include: Cuba, Iran, North Korea, Sudan, and Syria. DAI is prohibited from facilitating any transaction by a third party if that transaction would be prohibited if performed by DAI. • By submitting a quote in response to this RFQ, Bidders confirm that they are not violating the Source and Nationality requirements and that the services comply with the Geographic Code and the exclusions for prohibited countries.
<p>14. Data Universal Numbering System (DUNS)</p>	<p>All U.S. and foreign organizations which receive first-tier subcontracts/ purchase orders with a value of \$30,000 and above are required to obtain a DUNS number prior to signing of the agreement. Organizations are exempt from this requirement if the gross income received from all sources in the previous tax year was under \$300,000. DAI requires that Bidders sign the self-certification statement if the Bidder claims exemption for this reason. For those required to obtain a DUNS number, you may request Attachment E: Instructions for Obtaining a DUNS Number. For those not required to obtain a DUNS number, you may request Attachment F: Self-Certification for Exemption from DUNS Requirement</p>
<p>15. Compliance with Terms and Conditions</p>	<p>Bidder shall be aware of the general terms and conditions for an award resulting from this RFQ. The selected Bidder shall comply with all Representations and Certifications of Compliance listed in Attachment D.</p>
<p>16. Procurement Ethics</p>	<p>By submitting a Bid, Bidders certify that they have not/will not attempt to bribe or make any payments to DAI employees in</p>

	return for preference, nor have any payments with Terrorists, or groups supporting Terrorists, been attempted. Any such practice constitutes an unethical, illegal, and corrupt practice and either the Bidders or the DAI staff may report violations to the Toll-Free Ethics and Compliance Anonymous Hotline at +1 855-603-6987, via the DAI website, or via email to FPI_hotline@dai.com .
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Note: Issuance of this RFQ in no way obligates DAI to award, and Bidders will not be reimbursed for any cost associated with the preparation of this Quote. DAI/SHAHAR also reserves the right to issue multiple awards and procure only selected items from selected vendor(s).

Attachment A: Cover Letter

We, the undersigned, provide the attached quote in accordance RFQ-SHAHAR-KBL-0367 dated _____.

I certify a validity period of ninety (90) days for the prices provided in the attached Price Schedule/Bill of Quantities. Our quote shall be binding upon us subject to the modifications. We confirm the availability of required services, and that unit prices are inclusive of final service delivery to SHAHAR. We further agree to payment terms upon submission and acceptance of an invoice.

We understand that DAI is not bound to accept any quotes it receives.

Authorized Signature:

Name and Title of Signatory:

Name of Firm:

Address:

Telephone:

Email:

Company Seal/Stamp:

Attachment C: Price Schedule

The offeror shall prepare unit cost for each Signpost and Doorway; add the total amounts for requested quantities of signposts and doorways.

Item No	Item Description	Unit	Quantity	Unit Cost AFN	Total Cost AFN
1	Doorways Plats (Supply, Transportation and installation) as per the specification and drawings furnished in this RFQ	Each	13,592		
2	Sign Post Plates (with two sign plates each) as per the specification and drawing furnished in this RFQ.	Each	237		
Total Amount in AFN					

Delivery time for production, delivery and installation of requested signposts & doorways: After Award Calendar Days ()

Attachment C -1: Price Breakdown

Please provide cost breakdown for each signposts and doorway at the table below;

Scope of WORK/Specification

No	Item Description	No	Quantity	Unit	Unit Cost (AFN)	Total Cost (AFN)	Remarks
Detailed estimation of one signpost							
A1	Excavation (Excavation is Include Cutting The Concrete, Removeing the stone and Terazzo and excavating the soil and gravel) for foundation of sign post(300X300X500)mm	1	0.0495	m ³			
A2	Street sign Plate, steel plate (500X300X2)mm according to the drawing	2	0.30	m ²			
A3	Post, GI pipe (2.5" Dia) 2.9mm thick with metal cap on top	1	3	m			
A4	Steel Bar (12mm Dia) as root of sign post (L=25cm) according to drawing	2	0.3083	Kg			
A5	GI clamp (3mm thick) 1.5" wide with 2x10mm nat-bolt with welding to fix the clamp with GI pipe according to drawing	1	1.4	m			
A6	Painting (2 coat anti corrosion and 2 coat oil paint or other specific paint) on both sides of the iron plates	1	1.2223	m ²			
A7	PCC M#200 for foundation with 7days curing and cover by bags at least three times per days	1	0.054	m ³			
A8	Calligraphy painting (silk screen)clear and durable according to the drawing both sides of the iron plates	1	1	LS			
Total Cost for one sign post						AFN	
Detail estimation of one doorway number							
B1	Alchoband Board (170 mm x 250 mm x 4mm) blue or approved color with printing according to the drawing and specification	1	1	PCS			
B2	Transportation Charges including shifting	1	1	PCS			
B3	Washer and screw with expansion anchor for fixing the plate	1	1	LS			
Total Cost for one doorway plate							

SCOPE OF WORK
For PROVISION AND INSTALLATION OF SIGNPOSTS AND DOORWAYS

The firm fixed price purchase order shall cover the provision and installation of addressing materials in the specified district of the municipality. The works to be undertaken are as follows:

- Provision of doorway number plates and street sign posts including, painting, printing of texts, logo, welding and numbering
- Installation of doorway numbers on facades or appropriate locations of buildings and shops
- Installation of signposts at the corner of certain streets

Types of Materials to be installed

Street sign shall be made of 2mm thick steel sheet measuring 500mm X 300mm. Two (2) pieces of street signs shall be affixed to each street sign post of 2.5" diameter GI pipe with thickness of 2.9mm and length/height of 2.5 meters. For additional specifications, refer to street sign post drawings. The bottom of each pole has an anchor or root of 12mm diameter rebar to prevent the pole from wavering in its concrete pedestal. The doorway number will measure 250mm by 170mm with thickness of 4mm Alocoband with aluminum sheet on both faces and blue factory paint on it, and shall be fixed to the facades by 1.5" or 2" screw.

SHAHAR will provide the following information;

- City address map (1:2000), including, among other details, the names and numbering to be used for street sign posts;
- Signage map (1:2000), showing the locations street sign post to be installed;
- List of doorway numbers and streets confirming the information printed on the mentioned address map.

Installation Works

Before any installation work begins, the vendor should provide SHAHAR with an implementation schedule. This schedule will include details about the timing of the production of street signs and doorway numbers and suggested timing for SHAHAR to conduct quality inspection, installation team, its itinerary, and equipment to be used. The vendor may take this opportunity to make suggestions for improvements to the work of providing and installing addressing materials. The vendor is likewise required to inform SHAHAR of the specific location its production facilities for the purpose of the aforementioned quality inspection. The production of addressing materials can only proceed upon agreement by SHAHAR on the implementation schedule.

The vendor will provide mounting hardware (assembly jigs, screws, nuts, bolts, doorway number plates, signs and signposts). To complete the installation work, the vendor shall have available tools (rechargeable drills, screwdrivers, wrench sets and small masonry materials) as well as the logistics required to operate the tools (batteries and double-sided ladders) and to transport the installation teams throughout the area (vehicles).

Installation of doorway numbers will adhere to the following guidelines:

- Doorway numbers will be placed on the walls of buildings or of permanent facades preferably 2-2.5m above the ground and at least 30cm from the corner of the wall.
- The doorway numbers will preferably be placed above doors and on permanent mountings. If this is not possible, they will be placed to the right or left of the doorway, 2m above the ground and on the side opposite to the hinge side, so that the signs are not obscured in any way.

Bi-directional signposts will be installed and street signs affixed as follows:

- The signposts will be placed in the ground according to indications on the signage map. They shall not impede pedestrian or car traffic.
- The signposts shall have a base made of shuttered concrete with strength of 200 kg/cm², with a 30cm x 30cm cross section. The base shall be about 60cm deep, including 10cm above the natural ground and at least 50cm buried. The bottoms of the holes for the bases shall be cleared of all debris, organic materials, and any other substances that could interfere with the quality of the work.
- The two street signs will be fixed to the GI post by GI clamp (3mm thick, 1.5" wide) with 2x10mm nat-bolt
- Two 200mm long deformed bar (ϕ12mm) shall be welded to the bottom of the post as root to keep the post fixed in the concrete.
- The sign plate only should be painted with 2 antirust coats and 2 coats of blue oil paint or any other recommended paint, including the welding surface before writing the street name, code, logo and number according to the sample provided in below annexes.

Addressing Materials Installation Teams

The vendor shall be required to take all necessary measures to provide a sufficient number of installation teams to complete all work within the contractually required deadline. The vendor is also responsible for assigning at least one senior technician (civil engineer, urban planner, or topographer) to remain on the job site at all times.

Submittals:

The vendor is responsible to provide the samples of the signposts and doorway number plates and get the SHAHAR approval before proceeding for casting the signposts or the doorway plates.

Time Frame

The period for completion of work is set at 135 Calendar days from the date of signature of the contract.

Quantities

For Jalalabad Municipality Nahya (2), the following quantities will be required:

See attached BoQ

- Street sign posts (with two sign plates each): 237
- Doorway number plates: 13592

Cost of Services

The vendor is assumed to have full knowledge of the project's limitations and all local conditions that may affect the performance of the work, including but not limited to:

- Travel conditions and access to worksites
- Difficulties of any kind related to storage, supply, and installation

The prices proposed must include all charges required for the performance of all work, including: labor costs, travel costs, costs of supplying materials, equipment, and tools, costs incurred due to damages caused to a third party, costs related to poor handling of mountings, street sign maintenance costs during the guarantee period, costs related to limitations and unexpected and unforeseen occurrences.

Generally speaking, all constraints and limitations that the contractor experiences in the course of successfully performing the work are covered under this contract, whether or not they are specifically listed herein. The contractor is assumed to have full knowledge of all such circumstances, having personally completed a field assessment before presenting his bid.

Inspection and Monitoring

The municipality or its authorized agent and SHAHAR inspection person reserves the right to perform field inspections during and at the work. The contractor shall take all necessary measures to ensure that these inspections are carried out under the most favorable conditions. If inspections reveal mistakes made in the work, the contractor will be responsible for correcting these mistakes to the satisfaction of the SHAHAR technical team as well as the municipality or its agent. In addition the contractor is responsible to have a journal book for the project in order to record all the given instruction during the implementation of the project by SHAHAR or Municipality Authorized Representatives

Final Certificate of Completion

Final Inspection will be made in the presence of the contractor and the manager of the addressing unit representing the municipality. Contract-related inspections will specifically cover: quantity of addressing materials installed, quality of installation, and compliance of installation scope and technical drawings.

The vendor should have:

- Worked with municipalities in addressing systems or other relevant experience in urban development
- Completed construction projects
- Have qualified staff to complete the project
- Completed social and community-based surveys

Deliverables:

SHAHAR will do the PO payments as per following progress percentages in two installments:

- 1st installment: 50 % of the total payment (when the progress percentage is at least 60%)
- 2nd installment: 50 % of the total payment (when the progress percentage is 100%)

Attachment E: Representations and Certifications of Compliance

1. Federal Excluded Parties List - The Bidder Select is not presently debarred, suspended, or determined ineligible for an award of a contract by any Federal agency.
2. Executive Compensation Certification- FAR 52.204-10 requires DAI, as prime contractor of U.S. federal government contracts, to report compensation levels of the five most highly compensated subcontractor executives to the Federal Funding Accountability and Transparency Act Sub-Award Report System (FSRS)
3. Executive Order on Terrorism Financing- The Contractor is reminded that U.S. Executive Orders (including E.O 13224) and U.S. law prohibits transactions with, and the provision of resources and support to, individuals and organizations associated with terrorism. FAR 25.701 prohibits agencies and their contractors from acquiring any supplies or services from individuals or organization, if any proclamation, Executive Order, Office of Foreign Assets Control (OFAC) regulations, or statute administered by OFAC would prohibit such a transaction. Accordingly, the Contracting Officer must check the US Department of the Treasury's OFAC List to ensure that the names of the Contractor and proposed subcontractors (and individuals from those organizations who have been made known to them), are not on the list. Mandatory FAR clause 52.225-13 Restrictions on Certain Foreign Purchases is included by reference in Section I.1 of this contract. By accepting this contract, the Contractor acknowledges and agrees that it is aware of the list as part of its compliance with the requirements of that clause. This clause must be included in all subcontracts/sub-awards issued under this contract. It is the legal responsibility of the Contractor/Recipient to ensure compliance with these Executive Orders and laws. Recipients may not engage with, or provide resources or support to, individuals and organizations associated with terrorism. No support or resources may be provided to individuals or entities that appear on the Specially Designated Nationals and Blocked persons List maintained by the US Treasury (online at www.SAM.gov) or the United Nations Security Designation List (online at: http://www.un.org/sc/committees/1267/aq_sanctions_list.shtml). This provision must be included in all subcontracts/sub awards issued under this Contract.

4. Subcontracting Requirements (January 2012) – (a) Applicability: This section limits the number of tiers of sub-contracts to one tiers below the Vendor. The Vendor must not allow lower-tier subcontracts without the express written approval of DAI. Should exceptional circumstances warrant subcontracting below one tier, the Vendor shall promptly request approval in writing from DAI. The Vendor shall include this clause in all subcontracts, and shall require subcontractors to include this clause in all lower-tier subcontracts. The Vendor shall be responsible for compliance with this clause by all subcontracts and lower-tier subcontractors.
5. Combating Trafficking of Persons (Feb 2009) – The Contractor may not traffic in persons (as defined in the Protocol to Prevent, Suppress, and Punish Trafficking of persons, especially Women and Children, supplementing the UN Convention against Transnational Organized Crime), procure commercial sex, and use forced labor during the period of this award.

(a) *Definitions*. As used in this clause—

“Coercion” means—(1) Threats of serious harm to or physical restraint against any person; (2) Any scheme, plan, or pattern intended to cause a person to believe that failure to perform an act would result in serious harm to or physical restraint against any person; or (3) The abuse or threatened abuse of the legal process.

“Commercial sex act” means any sex act on account of which anything of value is given to or received by any person. “Debt bondage” means the status or condition of a debtor arising from a pledge by the debtor of his or her personal services or of those of a person under his or her control as a security for debt, if the value of those services as reasonably assessed is not applied toward the liquidation of the debt or the length and nature of those services are not respectively limited and defined.

“Employee” means an employee of the Contractor directly engaged in the performance of work under the contract who has other than a minimal impact or involvement in contract performance.

“Forced Labor” means knowingly providing or obtaining the labor or services of a person—(1) By threats of serious harm to, or physical restraint against, that person or another person; (2) By means of any scheme, plan, or pattern intended to cause the person to believe that, if the person did not perform such labor or services, that person or another person would suffer serious harm or physical restraint; or (3) By means of the abuse or threatened abuse of law or the legal process.

“Involuntary servitude” includes a condition of servitude induced by means of— (1) Any scheme, plan, or pattern intended to cause a person to believe that, if the person did not enter into or continue in such conditions, that person or another person would suffer serious harm or physical restraint; or (2) The abuse or threatened abuse of the legal process.

“Severe forms of trafficking in persons” means— (1) Sex trafficking in which a commercial sex act is induced by force, fraud, or coercion, or in which the person induced to perform such act has not attained 18 years of age; or (2) The recruitment, harboring, transportation, provision, or obtaining of a person for labor or services, through the use of force, fraud, or coercion for the purpose of subjection to involuntary servitude, peonage, debt bondage, or slavery.

“Sex trafficking” means the recruitment, harboring, transportation, provision, or obtaining of a person for the purpose of a commercial sex act.

(b) *Policy.* The United States Government has adopted a zero tolerance policy regarding trafficking in persons. Contractors and contractor employees shall not— (1) Engage in severe forms of trafficking in persons during the period of performance of the contract; (2) Procure commercial sex acts during the period of performance of the contract; or (3) Use forced labor in the performance of the contract.

(c) *Contractor requirements.* The Contractor shall—

(1) Notify its employees of—

- (i) The United States Government’s zero tolerance policy described in paragraph (b) of this clause; and
 - (ii) The actions that will be taken against employees for violations of this policy. Such actions may include, but are not limited to, removal from the contract, reduction in benefits, or termination of employment; and
- (2) Take appropriate action, up to and including termination, against employees or subcontractors that violate the policy in paragraph (b) of this clause.

(d) *Notification.* The Contractor shall inform the Contracting Officer immediately of—

- (1) Any information it receives from any source (including host country law enforcement) that alleges a Contractor employee, subcontractor, or subcontractor employee has engaged in conduct that violates this policy; and
- (2) Any actions taken against Contractor employees, subcontractors, or subcontractor employees pursuant to this clause.

(e) *Remedies.* In addition to other remedies available to the Government, the Contractor’s failure to comply with the requirements of paragraphs (c), (d), or (f) of this clause may result in—

- (1) Requiring the Contractor to remove a Contractor employee or employees from the performance of the contract;
- (2) Requiring the Contractor to terminate a subcontract;
- (3) Suspension of contract payments;
- (4) Loss of award fee, consistent with the award fee plan, for the performance period in which the Government determined Contractor non-compliance;
- (5) Termination of the contract for default or cause, in accordance with the termination clause of this contract; or
- (6) Suspension or debarment.

(f) *Subcontracts.* The Contractor shall include the substance of this clause, including this paragraph (f), in all subcontracts.

(g) *Mitigating Factor.* The Contracting Officer may consider whether the Contractor had a Trafficking in Persons awareness program at the time of the violation as a mitigating factor when determining remedies. Additional information about Trafficking in Persons and examples of awareness programs can be found at the website for the Department of State’s Office to Monitor and Combat Trafficking in Persons at <http://www.state.gov/g/tip>.

6. Certification and Disclosure Regarding Payment to Influence Certain Federal Transactions – The Bidder certifies that it currently is and will remain in compliance with FAR 52.203-11, Certification and Disclosure Regarding Payment to Influence Certain Federal Transactions.

7. Organizational Conflict of Interest – The Bidder certifies that will comply FAR Part 9.5, Organizational Conflict of Interest. The Bidder certifies that is not aware of any information bearing on the existence of any

potential organizational conflict of interest. The Bidder further certifies that if the Bidder becomes aware of information bearing on whether a potential conflict may exist, that Bidder shall immediately provide DAI with a disclosure statement describing this information.

8. Business Size and Classification(s) – The Bidder certifies that it has accurately and completely identified its business size and classification(s) herein in accordance with the definitions and requirements set forth in FAR Part 19, Small Business Programs.
9. Prohibition of Segregated Facilities - The Bidder certifies that it is compliant with FAR 52.222-21, Prohibition of Segregated Facilities.
10. Equal Opportunity – The Bidder certifies that it does not discriminate against any employee or applicant for employment because of age, sex, religion, handicap, race, creed, color or national origin.
11. Labor Laws – The Bidder certifies that it is in compliance with all labor laws..
12. Federal Acquisition Regulation (FAR) – The Bidder certifies that it is familiar with the Federal Acquisition Regulation (FAR) and is in not in violation of any certifications required in the applicable clauses of the FAR, including but not limited to certifications regarding lobbying, kickbacks, equal employment opportunity, affirmation action, and payments to influence Federal transactions.
13. Employee Compliance – The Bidder warrants that it will require all employees, entities and individuals providing services in connection with the performance of an DAI Purchase Order to comply with the provisions of the resulting Purchase Order and with all Federal, State, and local laws and regulations in connection with the work associated therein.
14. National Security Screening (Non-US Party Vetting) - The Purchase Order was awarded after following the procedures in the Implementing Partner Notice No. OAA-IP-2011-004 and subsequent Notices related to this matter which incorporated Mission Order No. 201.04 entitled, “National Security Screening (Non-US Party Vetting). Copies of the Implementing Partner Notice(s) and the Mission Order can be obtained from the DAI’s Representative named herein. For awards that meet the Vetting threshold, USAID had issued an Eligibility Notice to DAI for the vendor prior awarding the Purchase Order. This Eligibility Notice is valid for 12 months. If the Purchase Order’s Performance Period exceeds 12 months, the Vendor shall provide an updated information used in filing the Partner Information Form (PIF) to start a new vetting process to acquire a new Eligibility Notice for the Vendor. Also, during the course of the 12 months, if the information provided by the vendor has changed, the Vendor shall notify DAI at once to update the Eligibility Notice issued for the Vendor.
15. Certification Regarding Provision of Support to Persons Engaged in Terrorism –
 - (a) By receiving this Purchase Order, the Vendor certifies, to the best of its knowledge and belief that:
 - (1) The Vendor, to the best of its current knowledge, did not provide, within the previous ten years, and will take all reasonable steps to ensure that it does not and will not knowingly provide, material support or resources to any individual or entity that commits, attempts to commit, advocates, facilitates, or participates in terrorism acts, or has committed, attempted to commit, facilitated, or participated in terrorist acts, as that term is defined in paragraph 3.
 - (2) The following steps may enable the Vendor to comply with its obligations under paragraph (1):
 - a. Before providing any material support or resources to an individual or entity, the Vendor will verify that the individual or entity does not (i) appear on the master list of Specially Designated nationals and Blocked Persons, which list is maintained by the U.S. Treasury’s Office of Foreign Assets Control (OFAC) and is available online at OFAC’s website: <http://www.treas.gov/offices/eotffc/ofac/sdn/t11sdn.pdf>, or (ii) is not included in any supplementary information concerning prohibited individuals or entities that may be provided by USAID to DAI.
 - b. Before providing any material support or resources to an individual or entity, the Vendor also will verify that the individual or entity has not been designated by the United Nations Security (UNSC) sanctions committee established under UNSC Resolution 1267 (1999) (the “1267 Committee”) [individuals and entities linked to the Taliban, Osama bin Laden, or the Al Qaidia Organization]. To determine whether there has been a published designation of an individual or entity by the 1267 Committee, the Subcontractor should refer to the consolidated list available online at the Committee’s website: <http://www.un.org/Docs/sc/committees/1267/1267ListEng.htm>.

- c. Before providing any material support or resources to an individual or entity, the Vendor will consider all information about that individual or entity of which it is aware and all public information that is reasonably available to it or of which it should be aware.
- d. The Vendor also will implement reasonable monitoring and oversight procedures to safeguard against assistance being diverted to support terrorist activity.

(3) For the purpose of this Certification.

a. "Material support and resources" means currency or monetary instruments or financial securities, financial services, lodging, training, expert advice or assistance, safehouses, false documentation or identification, communications equipment, facilities, weapons, lethal substances, explosives, personnel, transportation, and other physical assets, except medicine or religious materials.

b. "Terrorist act" means –

- (i) an act prohibited pursuant to one of the 12 United Nations Conventions and Protocols related to terrorism (see UN terrorism conventions Internet site: <http://untreaty.un.org/English/Terrorism.asp>); or
- (ii) an act of premeditated, politically motivated violence perpetrated against noncombatant targets by sub-national groups or clandestine agents; or
- (iii) any other person not taking an active part in hostilities in situations of armed conflict, when the purpose of such act, by its nature or context, is to intimidate a population, or to compel a government or an international organization to do or to abstain from doing any act.

c. "Entity" means a partnership, association, corporation, or other organization, group or subgroups.

d. Reference in this Certification to the provision of material support and resources shall not be deemed to include the furnishing of USAID funds or USAID-financed commodities to the unlimited beneficiaries of USAID assistance, such as recipients of food, medical care, micro-enterprise loans, shelter, etc., unless the Vendor has reason to believe that one or more of these beneficiaries commits, attempts to commit, advocates, facilitates, or participates in terrorist acts, or has committed, attempted to commit, facilitated or participated in terrorist acts.

(b) By accepting or start performing this Purchase Order, the Vendor acknowledges that it has a continuing obligation and shall notify DAI within 72 hours in writing if it has intentionally or unintentionally taken any actions that have the result and effect of being inconsistent with the certification in subsection (a).

(c) The certification in paragraph (a) of this clause and the requirement to update DAI as to a change in status as set forth in paragraph (b) are representations upon which reliance was placed when making the award. If it is later determined that the Vendor knowingly rendered an erroneous certification, or did not notify DAI in writing of a change in such certification, in addition to other remedies available to the U.S. Government and DAI, DAI may terminate this subaward for default. DAI may also cease payments due to the Vendor even if goods and services have been provided.

16. Restrictions on Certain Foreign Purchases (June 2008) –

(a) Except as authorized by the Office of Foreign Assets Control (OFAC) in the Department of the Treasury, the Contractor shall not acquire, for use in the performance of this contract, any supplies or services if any proclamation, Executive order, or statute administered by OFAC, or if OFACs implementing regulations at 31 CFR Chapter V, would prohibit such a transaction by a person subject to the jurisdiction of the United States.

(b) Except as authorized by OFAC, most transactions involving Cuba, Iran, and Sudan are prohibited, as are most imports from Burma or North Korea, into the United States or its outlying areas. Lists of entities and individuals subject to economic sanctions are included in OFAC's List of Specially Designated Nationals and Blocked Persons at [http:// www.treas.gov/offices/enforcement/ofac/sdn](http://www.treas.gov/offices/enforcement/ofac/sdn). More information about these restrictions, as well as updates, is available in the OFAC's regulations at 31 CFR Chapter V and/or on OFAC's website at [http:// www.treas.gov/offices/enforcement/ofac](http://www.treas.gov/offices/enforcement/ofac).

(c) The Contractor shall insert this clause, including this paragraph (c), in all sub-contracts.

(d) Before awarding any grant or similar instrument, the Contractor/Recipient shall obtain from the proposed sub-awardee the certification required under USAID's Acquisition and Assistance Policy Determination 04-14 (AAPD 04-14), "Certification Regarding Terrorist Financing Implementation E.O. 13224 (Revision 2).

By submitting a proposal, offerors agree to fully comply with the terms and conditions above and all applicable U.S. federal government clauses included herein, and will be asked to sign these Representations and Certifications upon award.

SHAHAR SPECIAL CLAUSES

17. Authorized Geographic Code

1. The authorized geographic code for the procurement of goods and service is 937 as specified in the 22 CFR 228. Code 937 is the United States, the recipient country, and developing countries other than advanced developing countries, but excluding any country that is a prohibited source. For details related to the rules of Source/Nationality and Geographic Codes refer to <http://www.usaid.gov/sites/default/files/documents/1876/310.pdf>. A hardcopy may be provided by DAI upon request.

18. Insurance

The Vendor agrees that if DAI should legally incur any reasonable cost whatsoever resulting from the lack of the insurance aforementioned in Article 16, on the part of the Vendor while engaged in work, the Vendor will, to the extent permitted by applicable law, indemnify, and hold harmless DAI and the Client Organization from any such costs which they may legally be required to pay.

19. Government Withholding Tax

Pursuant to Article 72 in the Afghanistan Tax Law effective March 21, 2009, DAI is required to withhold "contractor" taxes from the gross amounts payable to all Afghan for-profit subcontractors/vendors with aggregate amounts of \$1,000.00 US Dollars or greater and transfer this to the Ministry of Finance. In accordance with this requirement, DAI shall withhold two percent (2%) tax from all gross invoices to Afghan subcontractors/vendors under this Agreement with active AISA or Ministry of Commerce license. For subcontractors/vendors without active AISA or Ministry of Commerce license, DAI shall withhold seven percent (7%) "contractor" taxes per current Afghanistan Tax Law.

Before the signing of this Agreement, the subcontractor/vendor will provide a copy of the organization's AISA or Ministry of Commerce license and TIN (Tax Identification Number). Amounts deducted from the invoices will be forwarded to the Ministry of Finance (MOF) Tax Division credited to the firm's TIN. Records of payments to the MOF shall be maintained on file with DAI.

20. Executive Order on Terrorism Financing

The Contractor is reminded that U.S. Executive Orders (including E.O. 13224) and U.S. law prohibit transactions with, and the provision of resources and support to, individuals and organizations associated with terrorism. FAR 25.701 prohibits agencies and their contractors and subcontractors from acquiring any supplies or services from individuals or organizations, if any proclamation, Executive Order, Office of Foreign Assets Control (OFAC) regulations, or statute administered by OFAC would prohibit such a transaction. Accordingly, the Contracting Officer must check the U.S. Department of the Treasury's OFAC List to ensure that the names of the Contractor and proposed subcontractors (and individuals from those organizations who have been made known to them), are not on the list. Mandatory FAR clause 52.225-13 Restrictions on Certain Foreign Purchases is included by reference in Section I.1 of this contract.

By accepting the contract, the Contractor acknowledges and agrees that it is aware of the list as part of its compliance with the requirements of that clause. This clause must be included in all subcontracts/sub-awards issued under the contract.

21. Subcontracting Requirements (JAN 2012)

(a) *Applicability:* This section limits the number of tiers of sub-contracts to one tiers below the Vendor. The Vendor must not allow lower-tier subcontracts without the express written approval DAI. Should exceptional circumstances warrant subcontracting below one tier, the Vendor shall promptly request approval in writing from DAI. The Vendor shall include this clause in all subcontracts, and shall require subcontractors to include this clause in all lower-tier subcontracts. The Vendor shall be responsible for compliance with this clause by all subcontractors and lower-tier subcontractors.

22. Combating Trafficking in Persons (FEB 2009)

(a) *Definitions.* As used in this clause—

“Coercion” means—

(1) Threats of serious harm to or physical restraint against any person; (2) Any scheme, plan, or pattern intended to cause a person to believe that failure to perform an act would result in serious harm to or physical restraint against any person; or (3) The abuse or threatened abuse of the legal process.

“Commercial sex act” means any sex act on account of which anything of value is given to or received by any person. “Debt bondage” means the status or condition of a debtor arising from a pledge by the debtor of his or her personal services or of those of a person under his or her control as a security for debt, if the value of those services as reasonably assessed is not applied toward the liquidation of the debt or the length and nature of those services are not respectively limited and defined.

“Employee” means an employee of the Contractor directly engaged in the performance of work under the contract who has other than a minimal impact or involvement in contract performance.

“Forced Labor” means knowingly providing or obtaining the labor or services of a person—

(1) By threats of serious harm to, or physical restraint against, that person or another person; (2) By means of any scheme, plan, or pattern intended to cause the person to believe that, if the person did not perform such labor or services, that person or another person would suffer serious harm or physical restraint; or (3) By means of the abuse or threatened abuse of law or the legal process.

“Involuntary servitude” includes a condition of servitude induced by means of—

(1) Any scheme, plan, or pattern intended to cause a person to believe that, if the person did not enter into or continue in such conditions, that person or another person would suffer serious harm or physical restraint; or (2) The abuse or threatened abuse of the legal process. “Severe forms of trafficking in persons” means—

(1) Sex trafficking in which a commercial sex act is induced by force, fraud, or coercion, or in which the person induced to perform such act has not attained 18 years of age; or (2) The recruitment, harboring, transportation, provision, or obtaining of a person for labor or services, through the use of force, fraud, or coercion for the purpose of subjection to involuntary servitude, peonage, debt bondage, or slavery.

“Sex trafficking” means the recruitment, harboring, transportation, provision, or obtaining of a person for the purpose of a commercial sex act.

(b) *Policy.* The United States Government has adopted a zero tolerance policy regarding trafficking in persons. Contractors and contractor employees shall not—

(1) Engage in severe forms of trafficking in persons during the period of performance of the contract; (2) Procure commercial sex acts during the period of performance of the contract; or (3) Use forced labor in the performance of the contract.

(c) *Contractor requirements.* The Contractor shall—

(1) Notify its employees of—

(i) The United States Government's zero tolerance policy described in paragraph (b) of this clause; and

(ii) The actions that will be taken against employees for violations of this policy. Such actions may include, but are not limited to, removal from the contract, reduction in benefits, or termination of employment; and

(2) Take appropriate action, up to and including termination, against employees or subcontractors that violate the policy in paragraph (b) of this clause.

(d) *Notification.* The Contractor shall inform the Contracting Officer immediately of—

(1) Any information it receives from any source (including host country law enforcement) that alleges a Contractor employee, subcontractor, or subcontractor employee has engaged in conduct that violates this policy; and (2) Any actions taken against Contractor employees, subcontractors, or subcontractor employees pursuant to this clause.

(e) *Remedies.* In addition to other remedies available to the Government, the Contractor's failure to comply with the requirements of paragraphs (c), (d), or (f) of this clause may result in—

(1) Requiring the Contractor to remove a Contractor employee or employees from the performance of the contract; (2) Requiring the Contractor to terminate a subcontract; (3) Suspension of contract payments; (4) Loss of award fee, consistent with the award fee plan, for the performance period in which the Government determined Contractor non-compliance; (5) Termination of the contract for default or cause, in accordance with the termination clause of this contract; or (6) Suspension or debarment.

(f) *Subcontracts.* The Contractor shall include the substance of this clause, including this paragraph (f), in all subcontracts.

(g) *Mitigating Factor.* The Contracting Officer may consider whether the Contractor had a Trafficking in Persons awareness program at the time of the violation as a mitigating factor when determining remedies. Additional information about Trafficking in Persons and examples of awareness programs can be found at the website for the Department of State's Office to Monitor and Combat Trafficking in Persons at <http://www.state.gov/g/tip>.

23. National Security Screening (Non-US Party Vetting):

The Purchase Order was awarded after following the procedures in the Implementing Partner Notice No. OAA-IP-2011-004 and subsequent Notices related to this matter which incorporated Mission Order No. 201.04 entitled, "National Security Screening (Non-US Party Vetting)". Copies of the Implementing Partner Notice(s) and the Mission Order can be obtained from the DAI's Representative named herein. For awards that meet the Vetting threshold, USAID had issued an Eligibility Notice to DAI for the vendor prior awarding the Purchase Order. This Eligibility Notice is valid for 12 months. If the Purchase Order's Performance Period exceeds 12 months, the Vendor shall provide an updated information used in filing the Partner Information Form (PIF) to start a new vetting process to acquire a new Eligibility Notice for the Vendor. Also, during the course of the 12 months, if the information provided by the vendor has changed, the Vendor shall notify DAI at once to update the Eligibility Notice issued for the Vendor.

24. Certification Regarding Provision of Support to Persons Engaged in Terrorism:

(a) By receiving this Purchase Order, the Vendor certifies, to the best of its knowledge and belief that:

(1) The Vendor, to the best of its current knowledge, did not provide, within the previous ten years, and will take all reasonable steps to ensure that it does not and will not knowingly provide, material support or resources to any individual or entity that commits, attempts to commit, advocates, facilitates, or participates in terrorism acts, or has committed, attempted to commit, facilitated, or participated in terrorist acts, as that term is defined in paragraph 3.

(2) The following steps may enable the Vendor to comply with its obligations under paragraph (1):

a. Before providing any material support or resources to an individual or entity, the Vendor will verify that the individual or entity does not (i) appear on the master list of Specially Designated nationals and Blocked Persons, which list is maintained by the U.S. Treasury's Office of Foreign Assets Control (OFAC) and is available online at OFAC's website: <http://www.treas.gov/offices/eotffc/ofac/sdn/t11sdn.pdf>, or (ii) is not included in any supplementary information concerning prohibited individuals or entities that may be provided by USAID to DAI.

b. Before providing any material support or resources to an individual or entity, the Vendor also will verify that the individual or entity has not been designated by the United Nations Security (UNSC) sanctions committee established under UNSC Resolution 1267 (1999) (the "1267 Committee") [individuals and entities linked to the Taliban, Osama bin Laden, or the Al Qaidia Organization]. To determine whether there has been a published designation of an individual or entity by the 1267 Committee, the Subcontractor should refer to the consolidated list available online at the Committee's website: <http://www.un.org/Docs/sc/committees/1267/1267ListEng.htm>.

c. Before providing any material support or resources to an individual or entity, the Vendor will consider all information about that individual or entity of which it is aware and all public information that is reasonably available to it or of which it should be aware.

d. The Vendor also will implement reasonable monitoring and oversight procedures to safeguard against assistance being diverted to support terrorist activity.

(3) For the purpose of this Certification.

a. "Material support and resources" means currency or monetary instruments or financial securities, financial services, lodging, training, expert advice or assistance, safehouses, false documentation or identification, communications equipment, facilities, weapons, lethal substances, explosives, personnel, transportation, and other physical assets, except medicine or religious materials.

b. "Terrorist act" means –

(i) an act prohibited pursuant to one of the 12 United Nations Conventions and Protocols related to terrorism (see UN terrorism conventions Internet site: <http://untreaty.un.org/English/Terrorism.asp>); or

(ii) an act of premeditated, politically motivated violence perpetrated against noncombatant targets by sub-national groups or clandestine agents; or

(iii) any other person not taking an active part in hostilities in situations of armed conflict, when the purpose of such act, by its nature or context, is to intimidate a population, or to compel a government or an international organization to do or to abstain from doing any act.

c. "Entity" means a partnership, association, corporation, or other organization, group or subgroups.

d. Reference in this Certification to the provision of material support and resources shall not be deemed to include the furnishing of USAID funds or USAID-financed commodities to the unlimited beneficiaries of USAID assistance, such as recipients of food, medical care, micro-enterprise loans, shelter, etc., unless the Vendor has

reason to believe that one or more of these beneficiaries commits, attempts to commit, advocates, facilitates, or participates in terrorist acts, or has committed, attempted to commit, facilitated or participated in terrorist acts.

(b) By accepting or start performing this Purchase Order, the Vendor acknowledges that it has a continuing obligation and shall notify DAI within 72 hours in writing if it has intentionally or unintentionally taken any actions that have the result and effect of being inconsistent with the certification in subsection (a).

(c) The certification in paragraph (a) of this clause and the requirement to update DAI as to a change in status as set forth in paragraph (b) are representations upon which reliance was placed when making the award. If it is later determined that the Vendor knowingly rendered an erroneous certification, or did not notify DAI in writing of a change in such certification, in addition to other remedies available to the U.S. Government and DAI, DAI may terminate this subaward for default. DAI may also cease payments due to the Vendor even if goods and services have been provided.

25. Restrictions on Certain Foreign Purchases (JUNE 2008)

(a) Except as authorized by the Office of Foreign Assets Control (OFAC) in the Department of the Treasury, the Contractor shall not acquire, for use in the performance of this contract, any supplies or services if any proclamation, Executive order, or statute administered by OFAC, or if OFACs implementing regulations at 31 CFR Chapter V, would prohibit such a transaction by a person subject to the jurisdiction of the United States.

(b) Except as authorized by OFAC, most transactions involving Cuba, Iran, and Sudan are prohibited, as are most imports from Burma or North Korea, into the United States or its outlying areas. Lists of entities and individuals subject to economic sanctions are included in OFAC's List of Specially Designated Nationals and Blocked Persons at [http:// www.treas.gov/offices/enforcement/ofac/sdn](http://www.treas.gov/offices/enforcement/ofac/sdn). More information about these restrictions, as well as updates, is available in the OFAC's regulations at 31 CFR Chapter V and/or on OFAC's website at [http:// www.treas.gov/offices/enforcement/ofac](http://www.treas.gov/offices/enforcement/ofac).

(c) The Contractor shall insert this clause, including this paragraph (c), in all sub-contracts.

(d) Before awarding any grant or similar instrument, the Contractor/Recipient shall obtain from the proposed sub-awardee the certification required under USAID's Acquisition and Assistance Policy Determination 04-14 (AAPD 04-14), "Certification Regarding Terrorist Financing Implementation E.O. 13224 (Revision 2).

*Attachment E: Instructions for Obtaining a DUNS Number - DAI'S Vendors, Subcontractors
(See separate attachment)*

*Attachment F: Self Certification for Exemption from DUNS Requirement
(See separate attachment)*

Attachment F: Drawings (See separate attachment)

Attachment G: Proposal Checklist

Offeror: _____

Have you?

- Submitted your proposal to DAI to the email address specified in the RFQ? Or Hard copy submits to issuing procurement Agent

Does your proposal include the following?

- Signed Cover Letter
- Price Schedule (*use template in Attachment C*) / Quotations of the Product that meets the technical requirements as per Attachment B
- Documents use to determine Responsibility (including valid AISA or Ministry of Commerce License to operate)
- Provide copies previous contracts for projects completed within last 3 years with same or similar scope.
- Provide list of the completed projects with contact details of clients along Completion Certificates.
- Evidence of a DUNS Number OR Self Certification for Exemption from DUNS Requirement, **if applicable**